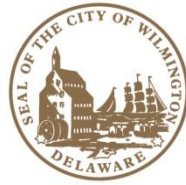


City of Wilmington



MICHAEL S. PURZYCKI
Mayor

PLANS EXAMINER

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

SALARY GRADE: "Q" - \$53,889 per year to \$64,645 per year

MINIMUM QUALIFICATIONS: Graduation from an accredited four-year college or technical college in architecture or engineering, and experience in architecture; or any equivalent combination of experience and training which meet the job requirements.

REQUIREMENT(S): Must pass a criminal background investigation, pre-employment physical, and drug test. Possess and maintain a valid driver's license with a good driving record. I.C.C. certification as a Building Plans Examiner B-3, Residential Plans Examiner R-3, Plumbing Plans Examiner P-3 and Mechanical Plans Examiner M-3 within 24 months of being hired for this position.

NATURE OF WORK PERFORMED: Review and approve plans, prints and specifications of complex structures to ensure compliance with the adopted City of Wilmington building, plumbing and mechanical codes. Provides consultation on methods and material. Advises clients (architects, engineers, contractors, developers and the general public) in formulating compliance plans with the City's building, plumbing, mechanical, and zoning codes. Responsible for logging all incoming plans and/or construction projects and tracks their progress through approval. Considerable independence and frequently makes decisions.

EXAMPLES OF WORK PERFORMED (Illustrative Only): Conducts field inspections for minor and/or major construction projects in the City of Wilmington for compliance with codes. Complex code analysis, unique problem solving and communication of code requirements to a vast array of individuals. Review of all plans. Provides consultation on construction methods and materials for compliance with City codes. Coordinates plan review meetings. Prepares and maintains records of plans, plan reviews, inspections, letters and reports prepared or used in connection with all building permits. Advises clients in formulating compliance plans with City codes. Calculates, process and issues building permits to various constituents. Performs all related work as required.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES: Knowledge and ability to understand architectural/ engineering plans and specifications. Knowledge of International Code Councils Codes. Ability to organize and communicate with architects, engineers, contractors, and/or developers. Knowledge of zoning, building, and related codes. Knowledge of waterfront zoning codes and planning policies. Thorough knowledge of modern construction methods and materials. Ability to understand federal regulations regarding demolition procedures in order to formulate specifications. Ability to make quick, accurate decisions.

OPEN/COMPETITIVE

VACANCY: DEPARTMENT OF LICENSES AND INSPECTIONS

CITY RESIDENCY REQUIRED WITHIN SIX MONTHS OF EMPLOYMENT

APPLICANTS MUST APPLY NO LATER THAN CLOSE OF BUSINESS (4:30 PM): NOVEMBER 27, 2017

APPLY: CITY OF WILMINGTON – DEPARTMENT OF HUMAN RESOURCES

City/County Building, 800 French Street
Wilmington, Delaware 19801 - Telephone: (302) 576-2460
www.WilmingtonDE.gov